



Rec'd 10/28/02

/Bsm

WA #144-RSBD-0521 CHEMICAL RECOVERY SYSTEM, RI/FS OS

PROGRESS FOR THE MONTH - (July 27, 2002 - August 23, 2002)

9/27/2002 - 10/20/02

SUMMARY OF PROGRESS

During the reporting period, M&E activities primarily consisted of preparation and submittal of M&E's Work Plan and LOE and review of the historical documents (received by M&E on August 16, 2002, and the PRP's RI/FS Work Plan and Field Sampling Plan documents (received by M&E on August 28, 2002). The RI/FS Quality Assurance Project Plan (2 volumes) was returned to the Respondents by USEPA because it did not follow the QAPP format for Region V.

Detailed Progress Activity Report

- Prepared and submitted the M&E Draft Work Plan and LOE for the RI/FS Oversight (Task 1.1.5) on September 9, 2002.
- Began review of the PRP's RI/FS documents (except QAPP) and are currently preparing the detailed review comments for USEPA (Task 1.1.6).
- Completed M&E's Health and Safety Plan in anticipation of future site visits and field work (Task 1.2.2).
- Initiated Forms II Lite efforts associated with the site (Task 5).

Outstanding Issues and Potential Problem Areas

- Work Plan approval is needed by late October in order for work to continue on schedule. Additional funding will be needed at that time.

SCHEDULE

- WAF Completion Date 11/30/05
- Anticipated Completion Date 11/30/05

<u>Task/Activity</u>	<u>Scheduled Completion Date</u>	<u>Actual Completion Date</u>
Draft Work Plan and Cost Estimate	9/9/02	9/9/02

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ANTICIPATED ACTIVITIES

- Receipt and review of PRP's Draft RI/FS QAPP document early November (Task 1).
- Site Visit to Elyria, Ohio - To Be Determined (Task 1).
- Assist USEPA in conducting community relations interviews (Subtask 2.1) and initiate work on the Community Relations Plan for the project (Subtask 2.2).

Rec'd
9/23/02
H. J. M.

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PROGRESS FOR THE MONTH - (July 27, 2002 - August 23, 2002) 8/23/2002 → 9/20/2002

SUMMARY OF PROGRESS

During the reporting period, M&E received the work assignment for the Chemical Recovery System site (WAF received August 7, 2002). M&E activities primarily consisted of preliminary discussions with the WAM, a scoping conference call (August 14, 2002) with EPA and M&E personnel, and preparation of the M&E Work Plan and Cost Estimate.

Detailed Progress Activity Report

- After receipt of EPA WAF SOW, M&E evaluated and selected Barry Nelson as Project Manager and subsequently received approval from EPA (Gwendolyn Massenberg, WAM) (Task 1).
- M&E prepared for and participated in a conference call on August 14, 2002 to discuss scope of the project for development of M&E Work Plan and Cost Estimate (Task 1).
- M&E received historical documents (4 reports) from EPA WAM on August 16, 2002 and M&E field personnel began review of these background documents (Task 1).

Outstanding Issues and Potential Problem Areas

- None.

SCHEDULE

- WAF Completion Date 11/30/05
- Anticipated Completion Date 11/30/05

<u>Task/Activity</u>	<u>Scheduled Completion Date</u>	<u>Actual Completion Date</u>
Draft Work Plan and Cost Estimate	9/9/02	9/9/02

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ANTICIPATED ACTIVITIES

- Receipt and review of PRP's Draft RI/FS documents (Task 1).
- Site Visit to Elyria, Ohio - To Be Determined (Task 1).
- Initiate work on Community Relations Plan for the project (Task 2).
- Complete site Health & Safety Plan in anticipation of site visit (Task 1).
- Complete and submit DWP and Cost Estimate.

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PROGRESS FOR THE MONTH - (September 28, 2002 - October 25, 2002)

SUMMARY OF PROGRESS

During the reporting period, M&E activities primarily consisted of continuing review of PRPs' RI/FS Work Plan and Field Sampling Plan documents (received by M&E on August 28, 2002). The RI/FS Quality Assurance Project Plan (2 volumes) was returned to the Respondents by USEPA because it did not follow the QAPP format for Region V. As of this reporting period, the revised QAPP had not been forwarded to M&E.

Detailed Progress Activity Report

- Continued the review of the PRPs RI/FS documents (except QAPP) and are currently preparing the detailed review comments for USEPA (Task 1.1.6).
- Completed and had Certified Industrial Hygienist review M&E's Health and Safety Plan in anticipation of future site visits and fieldwork (Task 1.2.2).
- M&E was notified that USEPA was assigning a new Community Involvement Coordinator to the project and that he/she would be contacting us in the near future for the purpose of assisting with scheduling interviews (Task 2).
- Prepare SER for period of May 1 to October 31, 2002 (Task 1).

Outstanding Issues and Potential Problem Areas

- M&E's Draft Work Plan and Cost Estimate, submitted to U.S. EPA on September 9, 2002, has not yet been approved. At the conclusion of the scoping call on August 14, 2002, M&E was preauthorized on all tasks in the scope of work, however the initial budget provided by U.S. EPA was 500 hours/\$50,000. As of the end of this reporting period (October 25, 2002), M&E has incurred charges of \$31,458 with a cumulative level of effort of 302.5 hours. These costs represent 61% of the preauthorized hours and 63% of the preauthorized dollars for the project.

SCHEDULE

- WAF Completion Date 11/30/05
- Anticipated Completion Date 11/30/05

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<u>Task/Activity</u>	<u>Scheduled Completion Date</u>	<u>Actual Completion Date</u>
Draft Work Plan and Cost Estimate	9/9/02	9/9/02

ANTICIPATED ACTIVITIES

- Complete M&E's review of the PRP's RI/FS Workplan and Field Sampling Plan documents. M&E anticipates sending the comments to USEPA the week ending November 22, 2002.
- Review of PRP's RI/FS QAPP document will be conducted by USEPA Region V staff upon receipt of the revised document.
- Site Visit to Elyria, Ohio - To be determined (Task 1).
- Assist USEPA in conducting community relations interviews (Subtask 2.1) and initiate work on the Community Relations Plan for the project (Subtask 2.2) - to be determined.
- Complete any discussions with USEPA regarding approval of M&E's Work Plan.

1/6/03/JSn

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PROGRESS FOR THE MONTH - (October 26, 2002 - November 22, 2002)

SUMMARY OF PROGRESS

During the reporting period, M&E activities primarily consisted of finalizing the review of the PRPs' RI/FS Work Plan and Field Sampling Plan documents (received by M&E on August 28, 2002). The RI/FS Quality Assurance Project Plan (2 volumes) had been returned to the Respondents by USEPA because it did not follow the QAPP format for Region V. USEPA provided M&E with the PRP's revised QAPP (2 volumes) on October 30, 2002 and Revision 1 of the PRP's Quality Management Plan on November 7, 2002. During this period, M&E also prepared for and conducted the Fact Finding/Negotiating meeting to address comments on the Work Plan and Cost Estimate and made preparations for a visit to the site in early December 2002.

Detailed Progress Activity Report

- M&E conducted routine project administration including monthly report and invoice preparation (Task 1).
- On November 18, 2002, M&E completed the Fact Finding/Negotiation Session to address USEPA's redefined scope of work and subsequent reductions in the LOE anticipated for the project (Task 1.1.5).
- M&E continued to finalize the review of the PRPs' RI/FS documents (except QAPP and QMP) and is currently preparing detailed review comments for USEPA (Task 1.1.6).
- On November 22, 2002, M&E was notified that USEPA was assigning a new Community Involvement Coordinator, Zenny Sadlon, to the project and that he would be contacting us in the near future for the purpose of **assisting with** scheduling interviews (Task 2.1).
- On November 20, 2002, M&E and USEPA scheduled a site visit (Task 1.1.2) to be conducted on December 5, 2002.

Outstanding Issues and Potential Problem Areas

- Although negotiations are continuing on M&E's Draft Work Plan and Cost Estimate, submitted to U.S. EPA on September 9, 2002, the formal plan and budget has not yet been approved. At the conclusion of the scoping call on August 14, 2002, M&E was preauthorized on all tasks in the scope of work,

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however the initial budget provided by U.S. EPA was 500 hours/\$50,000. As of the end of this reporting period (November 22, 2002), M&E has incurred charges of \$39,802.23 with a cumulative level of effort of 372 hours. These costs represent 74.4% of the preauthorized hours and 79.6% of the preauthorized dollars for the project.

SCHEDULE

- WAF Completion Date 11/30/05
- Anticipated Completion Date 11/30/05

<u>Task/Activity</u>	<u>Scheduled Completion Date</u>	<u>Actual Completion Date</u>
M&E Draft Work Plan and Cost Estimate	9/9/02	9/9/02
Negotiate M&E Work Plan and Prepare LOE (Revision 01)	11/18/02	11/18/02
M&E Review Comments on the PRP's Work Plan and Field Sampling Plan	11/27/02	TBD
Site Visit at Chemical Recovery with USEPA, Ohio EPA, M&E, and Parsons	12/5/02	TBD
Conduct Community Interviews with USEPA's Community Involvement Coordinator (6-10 Interviews Scheduled)	12/6/02	TBD

ANTICIPATED ACTIVITIES

- Complete M&E's review of the PRP's RI/FS Workplan and Field Sampling Plan documents. M&E anticipates sending the comments to USEPA the week ending November 27, 2002.
- Review of PRP's RI/FS QAPP document will be conducted by USEPA Region V staff upon receipt of the revised document. M&E will not review the PRP QAPP as requested by USEPA.
- Site Visit to Elyria, Ohio on December 5, 2002 (Task 1.1.2).

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- Assist USEPA in conducting community relations interviews (Subtask 2.1) and initiate work on the Community Relations Plan for the project (Subtask 2.2) on December 5-6, 2002. A conference call with USEPA is scheduled for December 20, 2002 at 10:00 am.
- Complete any discussions with USEPA regarding approval of M&E's Work Plan and submit the final document the week ending December 20, 2002.

11/27/02

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PROGRESS FOR THE MONTH - (November 23, 2002 - December 27, 2002)

SUMMARY OF PROGRESS

During the reporting period, M&E activities included a site visit to Elyria, Ohio, with USEPA and Ohio EPA and assisting USEPA's community involvement coordinator with scheduling and conducting community interviews. M&E also provided USEPA with final review comments on the Respondent's RI/FS Work Plan and Field Sampling Plan documents. Upon notice that split-sampling activities would be removed from the original scope of work, M&E provided USEPA with a final Work Plan and Cost Estimate for conducting the remaining activities in the revised scope of work.

Detailed Progress Activity Report

- M&E conducted routine project administration including monthly report and invoice preparation (Task 1).
- On November 18, 2002, M&E completed the Fact Finding/Negotiation Session to address USEPA's redefined scope of work and subsequent reductions in the LOE anticipated for the project. Shortly after the conference call, USEPA notified M&E that split-sampling activities would be removed from the scope of work (Task 1.1.5).
- M&E finalized review comments on the Respondent's RI/FS work plan documents (M&E was not asked to review the QAPP and QMP) and submitted the comments on November 26, 2002 (Task 1.1.6).
- M&E met with USEPA Community Involvement Coordinator, Zenny Sadlon, on December 5-6, 2002 to assist with conducting site interviews in Elyria, Ohio (Task 2.1).
- On December 5, 2002, M&E, USEPA, Ohio EPA, and the Respondent's consultant from Parsons held a 10:00 a.m. site visit to review drawings and walk the property. A new issue that came up as a result of the visit was the storage of older "junk" cars that will need to be removed from the property prior to the start of work (Task 1.1.2).

Outstanding Issues and Potential Problem Areas

- Negotiations continued on M&E's Work Plan and Cost Estimate, originally submitted to U.S. EPA on September 9, 2002, and included the removal of split

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sampling activities during the RI field work and quarterly sampling events. The formal plan and budget has not yet been approved by USEPA, however, M&E was preauthorized on all tasks in the scope of work at the conclusion of the scoping call on August 14, 2002. Additional funding will be needed at the time of Work Plan approval.

SCHEDULE

- WAF Completion Date 11/30/05
- Anticipated Completion Date 11/30/05

<u>Task/Activity</u>	<u>Scheduled Completion Date</u>	<u>Actual Completion Date</u>
M&E Draft Work Plan and Cost Estimate	9/9/02	9/9/02
Negotiate M&E Work Plan and Prepare LOE (Revision 01)	11/18/02	11/18/02
M&E Review Comments on the PRP's Work Plan and Field Sampling Plan	11/27/02	11/26/02
Site Visit at Chemical Recovery with USEPA, Ohio EPA, M&E, and Parsons	12/5/02	12/05/02
Conduct Community Interviews with USEPA's Community Involvement Coordinator (6-10 Interviews Scheduled)	12/6/02	12/05-06/02
Submit Revision 02 of M&E's Work Plan and Cost Estimate	12/20/02	12/17/02
Assist USEPA with public meeting in Elyria, Ohio	February 2003	TBD
Provide review of PRP's revised work plan documents upon their receipt by USEPA	February 2003	TBD
Provide oversight of the RI fieldwork	March 2003	TBD

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ANTICIPATED ACTIVITIES

- M&E is awaiting the submittal of the PRP's revised RI/FS Work Plan and Field Sampling Plan documents. M&E anticipates reviewing the documents and sending the comments to USEPA upon receipt of the documents in February 2003. Review of PRP's revised RI/FS QAPP and QMP documents will be conducted by USEPA Region V staff.
- M&E will continue to assist USEPA in conducting community relations interviews (Subtask 2.1) and will complete a draft of the Community Relations Plan for the project (Subtask 2.2) in January 2003.
- M&E anticipates approval of the revised Work Plan and Cost Estimate by USEPA in January 2003.

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PROGRESS FOR THE MONTH - (December 28, 2002 - January 24, 2003)

SUMMARY OF PROGRESS

During the reporting period, M&E activities included continued support to USEPA's community involvement coordinator with community interviews and preparation of the Community Involvement Plan. M&E has provided USEPA with final Work Plan Cost Estimate for conducting the activities in the revised scope of work.

Detailed Progress Activity Report

- M&E conducted routine project administration including monthly report and invoice preparation (Task 1).
- M&E finalized review comments on the Respondent's RI/FS work plan documents (M&E was not asked to review the QAPP and QMP) and submitted the comments on November 26, 2002 (Task 1.1.6). The formal comments will be sent to the PRPs the first of February 2003.
- M&E continues to assist USEPA's Community Involvement Coordinator, Zenny Sadlon, with interviews and development of the Community Involvement Plan (Task 2.1).

Outstanding Issues and Potential Problem Areas

- Negotiations were finalized on M&E's Work Plan and Cost Estimate, originally submitted to U.S. EPA on September 9, 2002. The new scope of services included the removal of split sampling activities during the RI field work and during the quarterly sampling events.

SCHEDULE

- WAF Completion Date 11/30/05
- Anticipated Completion Date 11/30/05

<u>Task/Activity</u>	<u>Scheduled Completion Date</u>	<u>Actual Completion Date</u>
M&E Draft Work Plan and Cost Estimate	9/9/02	9/9/02

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<u>Task/Activity</u>	<u>Scheduled Completion Date</u>	<u>Actual Completion Date</u>
Negotiate M&E Work Plan and Prepare LOE (Revision 01)	11/18/02	11/18/02
M&E Review Comments on the PRP's Work Plan and Field Sampling Plan	11/27/02	11/26/02
Site Visit at Chemical Recovery with USEPA, Ohio EPA, M&E, and Parsons	12/5/02	12/05/02
Conduct Community Interviews with USEPA's Community Involvement Coordinator (6-10 Interviews Scheduled)	12/6/02	12/05-06/02
Submit Revision 02 of M&E's Work Plan and Cost Estimate	12/20/02	12/17/02
Assist USEPA with public meeting in Elyria, Ohio	March 2003	TBD
Provide review of PRP's revised work plan documents upon their receipt by USEPA	April 2003	TBD
Provide oversight of the RI fieldwork	May 2003	TBD

ANTICIPATED ACTIVITIES

- M&E is awaiting the submittal of the PRP's revised RI/FS Work Plan and Field Sampling Plan documents. M&E anticipates reviewing the documents and sending the comments to USEPA upon receipt of the documents at the end of March 2003. Review of PRP's revised RI/FS QAPP and QMP documents will be conducted by USEPA Region V staff.
- M&E will continue to assist USEPA in conducting community relations interviews (Subtask 2.1) and will complete a draft of the Community Relations Plan for the project (Subtask 2.2) in January 2003.

REPORT1 Work Assignment -- Task Level Specific Detail Report -- Variance Based On Remaining Resources

Work Assignment Number: 144
 Work Assignment Title: Chemical Recovery Systems
 Contractor Name: Metcalf & Eddy
 Contractor Number: 00-WG-0042
 SSID: 0521
 State: Massachusetts
 Region: 1

Work Area Code: RI
 Action Code: BD
 WA Form: Term
 Type Funding:
 Work Assignment Status: On-going
 Remediation Category: Civil Engineering- Complex

WA Period of Performance Start: 07/01/2002
 WA Period of Performance End: 11/30/2005
 Reporting Period From: 12/28/2002
 Reporting Period To: 01/21/2003
 Invoice Date: 02/20/2003
 Invoice Number: 081
 Invoice Purpose Code: Monthly Progress

Task Number: 01		Task Title: project planning and supp				Task Category Code: PP					
Metcalf & Eddy		SU	Current		Cumulative*		Approved Budget		Variance		
Cost Elements			LOE/Hours	Dollars	LOE/Hours	Dollars	LOE/Hours	Dollars	%LOE/Hours	Dollars	%Dollars
Direct Labor											
P4											
HAGGER, CHRISTOPHER			1.0		24.0						
P4 Subtotal			1.0	62.14	83.0	4,359.31	115.0	5,730.00	32.0	27.83%	1,370.69
P3											
NELSON, BARRY R			6.5		179.0						
P3 Subtotal			6.5	253.76	246.5	9,386.35	1126.0	44,638.00	879.5	78.11%	35,251.65
P2											
LAPITE, CONSTANCE			12.0		53.0						
P2 Subtotal			12.0	386.64	59.0	1,745.43	173.0	4,236.00	114.0	65.90%	2,490.57
P1											
JONES, DALTON			0.5		4.0						
P1 Subtotal			0.5	9.93	4.5	84.71	0.0	0.00	-4.5	0.00%	-84.71
TOTAL, PROFESSIONAL			20.0	712.47	445.5	16,582.31					
Clerical											
BEAULIEU, DONNA			1.0		2.5						
BEKKENHUIS, KATHLEEN			1.5		4.5						
LAWRENCE, SHIRLEY			2.0		11.5						
MULLIGAN, JANINE			2.0		10.5						
TOTAL, CLERICAL			6.5	119.36	49.0	945.59	0.0	11,961.00	-49.0	0.00%	11,015.41
TOTAL, DIRECT LABOR			26.5	831.83	494.5	17,527.90	1414.0	66,565.00	919.5		49,037.10
DIRECT COSTS											
ODCs											
Mail/Courier/Freight				32.75		103.70		561.00			
Phone/Fax				9.53		23.40		1,467.00			
Reproduction				0.48		91.14		797.00			
Subtotal, ODCs				42.76		218.24		2,825.00			2,606.76
Computer				0.00		0.00		0.00			0.00%
Travel				0.00		0.00		2,070.00			100.00%
Equipment				0.00		0.00		0.00			0.00%
Subpool				0.00		0.00		0.00			0.00%
PLI(Pollution Liability Insurance)Premium				0.00		0.00		0.00			0.00%
TOTAL, DIRECT COSTS				42.76		218.24		4,895.00			4,676.76
TOTAL, PRIME DIRECTS (LOE/HRS & COST)			26.5	874.59	494.5	17,746.14	1414.0	71,460.00			
INDIRECT COSTS											
G&A				0.00		0.00		0.00			
Overhead				1,395.81		29,411.82		111,696.00			
TOTAL, PRIME INDIRECT COSTS				1,395.81		29,411.82		111,696.00			

* The cumulative detailed labor costs includes only those individuals with current month costs. The cumulative P-level subtotal includes all costs

REPORT1 Work Assignment -- Task Level Specific Detail Report -- Variance Based On Remaining Resources

Work Assignment Number 144
Work Assignment Title: Chemical Recovery Systems
Contractor Name: Metcalf & Eddy
Contractor Number: 68-W6-0042
SSID: 0521
State: Massachusetts
Region: 1

Work Area_code: RI
Action Code: BD
WA Form: Term
Type Funding:
Work Assignment Status: On-going
Remediation Category: Civil Engineering- Complex

WA Period of Performance Start: 07/01/2002
WA Period of Performance End: 11/30/2005
Reporting Period From: 12/28/2002
Reporting Period To: 01/24/2003
Invoice Date: 02/20/2003
Invoice Number: 081
Invoice Purpose Code: Monthly Progress

Task Number: 01		Task Title: project planning and supp				Task Category Code: PP					
Metcalf & Eddy		SU	Current		Cumulative*		Approved Budget		Variance		
Cost Elements			LOE/Hours	Dollars	LOE/Hours	Dollars	LOE/Hours	Dollars	LOE/Hours	%LOE/Hours	Dollars %Dollars
BASE FEES											
Percent of Total Prime Costs, exc. PLI & Subs				70.60		1,572.63		4,991.00			
Subtotal, Base Fees				70.60		1,572.63		4,991.00			
TOTAL TASK, PRIME COSTS(DIRECTS+INDIRECTS+BASE FEES)											
TOTAL TASK, PRIME COSTS				2,341.00		48,730.59		188,147.00			
(DIRECTS+INDIRECTS+BASE FEES)											
TOTALS FOR TASK 01 FOR Metcalf & Eddy											
TOTAL,DIRECT LABOR (Professional)		20.0		712.47	445.5	16,582.31	1,414.0	54,604.00	968.5	68.49%	38,021.69 69.63%
TOTAL,DIRECT LABOR (Clerical)		6.5		119.36	49.0	945.59	0.0	11,961.00	-49.0	0.00%	11,015.41 92.08%
TOTAL,DIRECT COSTS											
Other Direct Costs				42.76		218.24		2,825.00			2,606.76 92.27%
Travel				0.00		0.00		2,070.00			2,070.00 100.00%
Computer				0.00		0.00		0.00			0.00 0.00%
Equipment				0.00		0.00		0.00			0.00 0.00%
Subpool				0.00		0.00		0.00			0.00 0.00%
PLI Premium				0.00		0.00		0.00			0.00 0.00%
TOTAL, INDIRECT COSTS (Fringe O/H, GA)				1,395.81		29,411.82		111,696.00			82,284.18 73.67%
TOTAL BASE FEES(PRIME)				70.60		1,572.63		4,991.00			3,418.37 68.49%
TOTAL Metcalf & Eddy COSTS				2,341.00		48,730.59		188,147.00			139,415.41 74.10%
TOTALS FOR TASK 01 FOR PRIME + TEAM SUBCONTRACTORS											
TOTAL,DIRECT LABOR (Professional)		20.0		712.47	445.5	16,582.31	1,414.0	54,604.00	968.5	68.49%	38,021.69 69.63%
TOTAL,DIRECT LABOR (Clerical)		6.5		119.36	49.0	945.59	0.0	11,961.00	-49.0	0.00%	11,015.41 92.08%
TOTAL,DIRECT COSTS											
Other Direct Costs				42.76		218.24		2,825.00			2,606.76 92.27%
Travel				0.00		0.00		2,070.00			2,070.00 100.00%
Computer				0.00		0.00		0.00			0.00 0.00%
Equipment				0.00		0.00		0.00			0.00 0.00%
Subpool				0.00		0.00		0.00			0.00 0.00%
PLI Premium				0.00		0.00		0.00			0.00 0.00%
TOTAL, INDIRECT COSTS (Fringe, O/H, GA)				1,395.81		29,411.82		111,696.00			82,284.18 73.67%
TEAM SUB FEES(as negotiated)				0.00		0.00		0.00			0.00 0.00%
TOTAL BASE FEES(PRIME)				70.60		1,572.63		4,991.00			3,418.37 68.49%
TOTAL Metcalf & Eddy COSTS				2,341.00		48,730.59		188,147.00			139,415.41 74.10%

REPORT1 Work Assignment -- Task Level Specific Detail Report -- Variance Based On Remaining Resources

Work Assignment Number 144
 Work Assignment Title: Chemical Recovery Systems
 Contractor Name: Metcalf & Eddy
 Contractor Number: 68-W6-0042
 SSID: 0521
 State: Massachusetts
 Region: 1

Work Area_code: RI
 Action Code: BD
 WA Form: Term
 Type Funding:
 Work Assignment Status: On-going
 Remediation Category: Civil Engineering- Complex

WA Period of Performance Start: 07/01/2002
 WA Period of Performance End: 11/30/2005
 Reporting Period From: 12/28/2002
 Reporting Period To: 01/24/2003
 Invoice Date: 02/20/2003
 Invoice Number: 081
 Invoice Purpose Code: Monthly Progress

Task Number: 02		Task Title: Community Relations				Task Category Code: CR					
Metcalf & Eddy		SU	Current		Cumulative*		Approved Budget		Variance		
Cost Elements			LOE/Hours	Dollars	LOE/Hours	Dollars	LOE/Hours	Dollars	LOE/Hours	%LOE/Hours	Dollars %Dollars
Direct Labor											
P1											
JONES DALTON			1.0		42.0						
P1 Subtotal			1.0	19.85	42.0	794.75				%	%
TOTAL, PROFESSIONAL			1.0	19.85	57.5	1,399.87					
TOTAL DIRECT LABOR			1.0	19.85	57.5	1,399.87	266.0	9,089.00	208.5		7,689.13
DIRECT COSTS											
ODCs											
Mail/Courier/Freight				0.00		0.00		20.00			
Phone/Fax				54.81		54.81		40.00			
Reproduction				0.00		0.00		140.00			
Supplies				0.00		0.00		200.00			
Subtotal, ODCs				54.81		54.81		400.00			345.19 86.30%
Computer				0.00		0.00		0.00			0.00 0.00%
Travel				217.91		484.54		568.00			83.46 14.66%
Equipment				0.00		0.00		0.00			0.00 0.00%
Subpool				0.00		0.00		750.00			750.00 100.00%
PLI(Pollution Liability Insurance)Premium				0.00		0.00		0.00			0.00 0.00%
TOTAL, DIRECT COSTS				272.72		539.35		1,718.00			1,178.65 68.61%
TOTAL, PRIME DIRECTS (LOE/HRS & COST)			1.0	292.57	57.5	1,939.22	266.0	10,807.00			
INDIRECT COSTS											
Overhead				33.31		2,348.98		15,251.00			
TOTAL, PRIME INDIRECT COSTS				33.31		2,348.98		15,251.00			
BASE FEES											
Percent of Total Subcontracting Pool				0.00		0.00		15.00			
Percent of Total Prime Costs, exc. PLI & Sups				3.53		202.98		939.00			
Subtotal, Base Fees				3.53		202.98		954.00			
TOTAL TASK, PRIME COSTS (DIRECTS+INDIRECTS+BASE FEES)											
TOTAL TASK, PRIME COSTS (DIRECTS+INDIRECTS+BASE FEES)				329.41		4,491.18		27,012.00			

TOTALS FOR TASK 02 FOR Metcalf & Eddy

TOTAL DIRECT LABOR (Professional)	1.0	19.85	57.5	1,399.87	266.0	8,328.00	208.5	78.38%	7,928.13	83.15%
TOTAL DIRECT LABOR (Clerical)	0.0	0.00	0.0	0.00	0.0	761.00	0.0	0.00%	761.00	100.00%
TOTAL DIRECT COSTS										
Other Direct Costs		54.81		54.81		400.00			345.19	86.30%
Travel		217.91		484.54		568.00			83.46	14.66%

* The cumulative detailed labor costs includes only those individuals with current month costs. The cumulative P-level subtotal includes all costs

REPORT1 Work Assignment -- Task Level Specific Detail Report -- Variance Based On Remaining Resources

Work Assignment Number: 144
 Work Assignment Title: Chemical Recovery Systems
 Contractor Name: Metcalf & Eddy
 Contractor Number: 68-W6-0042
 SSID: 0521
 State: Massachusetts
 Region: 1

Work Area_code: RI
 Action Code: BD
 WA Form: Term
 Type Funding:
 Work Assignment Status: On-going
 Remediation Category: Civil Engineering- Complex

WA Period of Performance Start: 07/01/2002
 WA Period of Performance End: 11/30/2005
 Reporting Period From: 12/28/2002
 Reporting Period To: 01/24/2003
 Invoice Date: 02/20/2003
 Invoice Number: 081
 Invoice Purpose Code: Monthly Progress

Task Number: 02		Task Title: Community Relations				Task Category Code: CR						
Metcalf & Eddy		SU	Current		Cumulative*		Approved Budget		Variance			
Cost Elements			LOE/Hours	Dollars	LOE/Hours	Dollars	LOE/Hours	Dollars	LOE/Hours	%LOE/Hours	Dollars	%Dollars
Computer				0.00		0.00		0.00			0.00	0.00%
Equipment				0.00		0.00		0.00			0.00	0.00%
Subpool				0.00		0.00		750.00			750.00	100.00%
PLI Premium				0.00		0.00		0.00			0.00	0.00%
TOTAL, INDIRECT COSTS (Fringe,O/H,GA)				33.31		2,348.98		15,251.00			12,902.02	84.60%
TOTAL BASE FEES(PRIME)				3.53		202.98		954.00			751.02	78.72%
TOTAL Metcalf & Eddy COSTS				329.41		4,491.18		27,012.00			22,520.82	83.37%
TOTALS FOR TASK 02 FOR PRIME + TEAM SUBCONTRACTORS												
TOTAL,DIRECT LABOR (Professional)		1.0		19.85	57.5	1,399.87	266.0	8,328.00	208.5	78.38%	6,928.13	83.19%
TOTAL,DIRECT LABOR (Clerical)		0.0		0.00	0.0	0.00	0.0	761.00	0.0	0.00%	761.00	100.00%
TOTAL,DIRECT COSTS												
Other Direct Costs				54.81		54.81		400.00			345.19	86.30%
Travel				217.91		484.54		568.00			83.46	14.69%
Computer				0.00		0.00		0.00			0.00	0.00%
Equipment				0.00		0.00		0.00			0.00	0.00%
Subpool				0.00		0.00		750.00			750.00	100.00%
PLI Premium				0.00		0.00		0.00			0.00	0.00%
TOTAL, INDIRECT COSTS (Fringe,O/H,GA)				33.31		2,348.98		15,251.00			12,902.02	84.60%
TEAM SUB FEES(as negotiated)				0.00		0.00		0.00			0.00	0.00%
TOTAL BASE FEES(PRIME)				3.53		202.98		954.00			751.02	78.72%
TOTAL Metcalf & Eddy COSTS				329.41		4,491.18		27,012.00			22,520.82	83.37%
WORK ASSIGNMENT TOTALS (ALL TASKS)												
TOTAL,DIRECT LABOR (Professional)		21.0		732.32	506.0	18,071.67	3,580.0	122,756.00	3,074.0	85.87%	104,684.33	85.28%
TOTAL,DIRECT LABOR (Clerical)		6.5		119.36	49.0	945.59	0.0	15,375.00	-49.0	0.00%	14,429.41	93.85%
TOTAL,DIRECT COSTS												
Other Direct Costs				97.57		273.05		4,330.00			4,056.95	93.61%
Travel				217.91		484.54		17,477.00			16,992.46	97.25%
Computer				0.00		0.00		0.00			0.00	0.00%
Equipment				0.00		0.00		1,908.00			1,908.00	100.00%
Subpool				0.00		0.00		750.00			750.00	100.00%
PLI Premium				0.00		0.00		0.00			0.00	0.00%
TOTAL, INDIRECT COSTS (Fringe,O/H,GA)				1,429.12		31,910.96		231,785.00			199,874.04	86.22%
TEAM SUB FEES(as negotiated)				0.00		0.00		0.00			0.00	0.00%
TOTAL BASE FEES(PRIME)				74.13		1,786.20		12,729.00			10,942.80	85.97%
TEAM SUB PERFORMANCE (AWARD) FEE (as negotiated)				0.00		0.00		0.00			0.00	0.00%
TOTAL PERFORMANCE (AWARD) FEE (PRIME)				111.09		2,676.76		19,075.00			16,398.24	85.97%
TOTAL WORK ASSIGNMENT				2,781.50		56,148.77		426,185.00			371,035.23	86.82%
Average Hourly Rate				30.97		34.27						

*The cumulative detailed labor costs includes only those individuals with current month costs. The cumulative P-level subtotal includes all costs

REPORT 1A: Work Assignment Supplemental Detail Report - Travel and ODC Vendors

Work Assignment Number: 144
Work Assignment Title: Chemical Recovery Systems
Contractor Name: Metcalf & Eddy
Contract Number: 63-W6-0042
SSID: 0521
State: Massachusetts
Region: 1

Work Area Code: Remedial Investigation/Feasibility Study (WA Period of Performance Start: 07/01/2002
Action code: BD WA Period of Performance End: 11/30/2005
WA Form: Term Reporting Period From: 12/28/2002
Type Funding: Reporting Period To: 01/24/2003
Work Assignment Status: On-going Invoice Date: 02/20/2003
Remediation Category: Civil Engineering- Complex Invoice Number: 081
Invoice Purpose Code: Monthly Progress

TRAVEL BREAKDOWN

Metcalf & Eddy

Traveler's Name	Travel From	Travel To	Departure Date	Return Date	Transportation	Lodging	Per Diem	Other	Total	Travel Purpose
BARRY R NELSON	COLUMBUS, OH	ELYRIA, OH	12/05/2002	12/05/2002	217.91	0.00	0.00	0.00	217.91	OVERSIGHT
Total, Prime Travel Costs					217.91	0.00	0.00	0.00	217.91	

REPORT 2T:

Current Month & Cumulative Status Report --- Task Level Totals within Term Form Work Assignment

Work Assignment Number: 144
 Work Assignment Title: Chemical Recovery Systems
 Contractor Name: Metcalf & Eddy
 Contract Number: 68-W6-0042
 SSID: 0521
 State: Massachusetts
 Region: 1

Work Area Code: RI
 Action code: BD
 WA Form: Term
 Type Funding:
 Work Assignment Status: On-going
 Remediation Category: Civil Engineering- Complex

WA Period of Performance Start: 07/01/2002
 WA Period of Performance End: 11/30/2005
 Reporting Period From: 12/28/2002
 Reporting Period To: 01/24/2003
 Invoice Date: 02/20/2003
 Invoice Number: 081
 Invoice Purpose Code: Monthly Progress

Current Month

Task NO	CAT. CODE	P-4	P-3	LOE (Prime/Team)				T-2	T-1	LOE LABOR \$	Clerical HOURS	Clerical LABOR \$	PLI Premium	ODCs	Computer	Travel	Equip.	Subpool	Indirect Costs	Fees	Total LOE	Total \$
01	PP	1.0	6.5	1.0	0.5	0.0	0.0	0.0	0.0	712.47	6.5	119.36	0.00	42.76	0.00	0.00	0.00	0.00	1,395.81	70.50	20.0	2,341.00
02	CR	0.0	0.0	0.0	1.0	0.0	0.0	0.0	0.0	19.85	0.0	0.00	0.00	54.81	0.00	217.91	0.00	0.00	33.31	3.53	1.0	329.41
Performance (Award) Fee																				0.00		
TOTAL		1.0	6.5	1.0	1.5	0.0	0.0	0.0	0.0	732.32	6.5	119.36	0.00	97.57	0.00	217.91	0.00	0.00	1,429.12	74.13	21.0	2,670.41

Cumulative To-Date

Task NO	CAT. CODE	P-4	P-3	LOE (Prime/Team)				T-2	T-1	LOE LABOR \$	Clerical HOURS	Clerical LABOR \$	PLI Premium	ODCs	Computer	Travel	Equip.	Subpool	Indirect Costs	Fees	Total LOE	Total \$
01	PP	83.0	246.5	56.0	4.5	16.0	36.5	16,582.31	49.0	945.59	0.00	218.24	0.00	0.00	0.00	0.00	0.00	0.00	29,411.82	1,572.63	445.5	48,730.59
02	CR	0.0	15.5	0.0	42.0	0.0	0.0	1,399.87	0.0	0.00	0.00	0.00	0.00	54.81	0.00	484.54	0.00	0.00	2,348.98	202.98	57.5	4,491.18
05	AO	0.0	0.0	0.0	0.0	0.0	0.0	89.49	0.0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	150.16	10.59	3.0	250.24
Performance (Award) Fee																				0.00		
TOTAL		83.0	262.0	62.0	46.5	16.0	36.5	18,071.67	49.0	945.59	0.00	273.05	0.00	273.05	0.00	484.54	0.00	0.00	31,910.96	1,786.20	506.0	53,472.01

Comments:

REPORT 3T:

Variance Report Based on Expended to Date - Task Level - Term Form Work Assignment

Work Assignment Number: 144
Work Assignment Title: Chemical Recovery Systems
Contractor Name: Metcalf & Eddy
Contract Number: 68-W6-0042
SSID: 0521
State: Massachusetts
Region: 1

Work Area Code: RI
Action code: BD
WA Form: Term
Type Funding:
Work Assignment Status: On-going
Remediation Category: Civil Engineering- Complex

WA Period of Performance Start: 07/01/2002
WA Period of Performance End: 11/30/2005
Reporting Period From: 12/28/2002
Reporting Period To: 01/24/2003
Invoice Date: 02/20/2003
Invoice Number: 081
Invoice Purpose Code: Monthly Progress

Task No	Task Cat. Code	Task Title	Cumulative LOE	Cumulative Total Loaded \$ Invoiced	Dollars Incurred But Not Invoiced	Total Inv'd + Incur'd But Not Inv'd	Approved Budget		Variance Based On Approved Budget			Expenditure Limit		Variance Based On Expenditure Limit	
							LOE	Dollars	% LOE Invoiced	% \$ Invoiced	% Inv'd+Incur'd But not Inv'd	LOE	Dollars	% LOE Invoiced	% \$ Invoiced
01	PP	project planning and supp	445.5	48,730.59	0.00	48,730.59	1,414.0	188,147.00	31.51%	25.90%	25.90%	1,414.0	188,147.00	31.51%	25.90%
02	CR	Community Relations	57.5	4,491.18	0.00	4,491.18	266.0	27,012.00	21.62%	16.63%	16.63%	266.0	27,012.00	21.62%	16.63%
03	FI	Field Investigations	0.0	0.00	0.00	0.00	1,092.0	94,990.00	0.00%	0.00%	0.00%	410.0	23,432.00	0.00%	0.00%
05	AO	Analytical support	3.0	250.24	0.00	250.24	0.0	0.00	0.00%	0.00%	0.00%	10.0	300.00	30.00%	33.41%
06	DE	Data Evaluation	0.0	0.00	0.00	0.00	0.0	0.00	0.00%	0.00%	0.00%	0.0	0.00	0.00%	0.00%
07	RA	Review of PRP Risk Asses	0.0	0.00	0.00	0.00	285.0	34,933.00	0.00%	0.00%	0.00%	0.0	0.00	0.00%	0.00%
09	RR	RI Report	0.0	0.00	0.00	0.00	100.0	11,332.00	0.00%	0.00%	0.00%	0.0	0.00	0.00%	0.00%
10	RS	Remedial Alternatives Scr	0.0	0.00	0.00	0.00	50.0	6,617.00	0.00%	0.00%	0.00%	0.0	0.00	0.00%	0.00%
12	RF	Review of FS PRP Report	0.0	0.00	0.00	0.00	150.0	16,219.00	0.00%	0.00%	0.00%	0.0	0.00	0.00%	0.00%
13	PR	Post RI/FS support	0.0	0.00	0.00	0.00	200.0	23,247.00	0.00%	0.00%	0.00%	0.0	0.00	0.00%	0.00%
15	CO	Work Assignment Closeout	0.0	0.00	0.00	0.00	23.0	4,613.00	0.00%	0.00%	0.00%	0.0	0.00	0.00%	0.00%
Performance (Award) Fee				2,676.76				19,075.00		14.03%			11,109.00		24.10%
TOTAL			506.0	53,472.01	0.00	53,472.01	3,580.0	426,185.00	14.13%	12.55%	12.55%	2,100.0	250,000.00	24.10%	21.39%

REPORT 3TA: Variance Report --- Task Level Estimate at Completion--- Term Form Work Assignment

Work Assignment Number: 144
Work Assignment Title: Chemical Recovery Systems
Contractor Name: Metcalf & Eddy
Contract Number: 68-W6-0042
SSID: 0521
State: Massachusetts
Region: 1

Work Area Code: RI
Action code: BD
WA Form: Term
Type Funding:
Work Assignment Status: On-going
Remediation Category: Civil Engineering- Complex

WA Period of Performance Start: 07/01/2002
WA Period of Performance End: 11/30/2005
Reporting Period From: 12/28/2002
Reporting Period To: 01/24/2003
Invoice Date: 02/20/2003
Invoice Number: 081
Invoice Purpose Code: Monthly Progress

Task No	Task Cat. Code	Task Title	Cumulative LOE	Cumulative Total Loaded \$ Invoiced	Dollars Incurred But Not Invoiced	Total Inv'd + Incur'd But Not Inv'd	Approved Budget		Variance Based On Approved Budget			Estimated Costs at Completion		Variance Based On Estimate at Completion	
							LOE	Dollars	% LOE Invoiced	% \$ Invoiced	% Inv'd+Incur'd But not Inv'd	LOE	Dollars	% LOE Invoiced	% \$ Invoiced
01	PF	project planning and supp	445.5	48,730.59	0.00	48,730.59	1,414.0	188,147.00	31.51%	25.90%	25.90%	1,414.00	138,147.00	31.51%	25.90%
02	CR	Community Relations	57.5	4,491.18	0.00	4,491.18	266.0	27,012.00	21.62%	16.63%	16.63%	266.00	27,012.00	21.62%	16.63%
03	FI	Field Investigations	0.0	0.00	0.00	0.00	1,092.0	94,990.00	0.00%	0.00%	0.00%	1,092.00	94,990.00	0.00%	0.00%
05	AO	Analytical support	3.0	250.24	0.00	250.24	0.0	0.00	0.00%	0.00%	0.00%	0.00	0.00	0.00%	0.00%
06	DE	Data Evaluation	0.0	0.00	0.00	0.00	0.0	0.00	0.00%	0.00%	0.00%	0.00	0.00	0.00%	0.00%
07	RA	Review of PRP Risk Asset	0.0	0.00	0.00	0.00	285.0	34,933.00	0.00%	0.00%	0.00%	285.00	34,933.00	0.00%	0.00%
09	RR	RI Report	0.0	0.00	0.00	0.00	100.0	11,332.00	0.00%	0.00%	0.00%	100.00	11,332.00	0.00%	0.00%
10	RS	Remedial Alternatives Sc	0.0	0.00	0.00	0.00	50.0	6,617.00	0.00%	0.00%	0.00%	50.00	6,617.00	0.00%	0.00%
12	RF	Review of FS PRP Report	0.0	0.00	0.00	0.00	150.0	16,219.00	0.00%	0.00%	0.00%	150.00	16,219.00	0.00%	0.00%
13	PR	Post RI/FS support	0.0	0.00	0.00	0.00	200.0	23,247.00	0.00%	0.00%	0.00%	200.00	23,247.00	0.00%	0.00%
15	CO	Work Assignment Closeout	0.0	0.00	0.00	0.00	23.0	4,613.00	0.00%	0.00%	0.00%	23.00	4,613.00	0.00%	0.00%
Performance (Award) Fee				2,676.76				19,075.00		14.03%			19,075.00		14.03%
TOTAL			506.0	53,472.01	0.00	53,472.01	3,580.0	426,185.00	14.13%	12.55%	12.55%	3,580.00	426,185.00	14.13%	12.55%

Reporting period
1-25-03 - 2-21-03

WA #144-RSBD-0521 CHEMICAL RECOVERY SYSTEM, RI/FS OS

Nelson to attend the meeting and travel from Columbus to Cleveland (roundtrip). In addition, Mark Jones has been requested to assist USEPA's Community Involvement Coordinator with additional interviews in Elyria, Ohio on March 20th. This was reflected on the Report 3TA.

SCHEDULE

- WAF Completion Date 11/30/05
- Anticipated Completion Date 11/30/05

<u>Task/Activity</u>	<u>Scheduled Completion Date</u>	<u>Actual Completion Date</u>
M&E Draft Work Plan and Cost Estimate	9/9/02	9/9/02
Negotiate M&E Work Plan and Prepare LOE (Revision 01)	11/18/02	11/18/02
M&E Review Comments on the PRP's Work Plan and Field Sampling Plan	11/27/02	11/26/02
Site Visit at Chemical Recovery with USEPA, Ohio EPA, M&E, and Parsons	12/5/02	12/05/02
Conduct Community Interviews with USEPA's Community Involvement Coordinator (6-10 Interviews Scheduled)	12/5/02	12/05-06/02
Submit Revision 02 of M&E's Work Plan and Cost Estimate	12/20/02	12/17/02
Attend meeting in Elyria, Ohio to discuss PRP's revised sampling approach	02/20/03	02/20/03
Due Date for PRP Revisions to Work Plan Documents	03/12/03	TBD
Assist USEPA with public meeting in Elyria, Ohio	03/20/03	TBD
Provide review of PRP's revised work plan documents upon their receipt by USEPA	Early April 2003	TBD

WA #144-RSBD-0521 CHEMICAL RECOVERY SYSTEM, RI/FS OS

<u>Task/Activity</u>	<u>Scheduled Completion Date</u>	<u>Actual Completion Date</u>
Provide oversight of the RI fieldwork	May 2003	TBD

ANTICIPATED ACTIVITIES

- M&E is awaiting the submittal of the PRP's revised RI/FS Work Plan and Field Sampling Plan documents. M&E anticipates reviewing the documents and sending the comments to USEPA upon receipt of the documents at the end of March 2003. The documents from the PRPs are due on March 12, 2003 (30 day deadline), however, it is anticipated that an extension will be requested by the PRP's consultant (Parsons). The review of PRP's revised RI/FS QAPP and QMP documents will be conducted by USEPA Region V staff.
- M&E will continue to assist USEPA in conducting community relations interviews (Subtask 2.1) and will complete a draft of the Community Relations Plan for the project (Subtask 2.2) in February 2003.

WA #144-RSBD-0521 CHEMICAL RECOVERY SYSTEM, RI/FS OS

PROGRESS FOR THE MONTH - (February 22, 2003 - March 28, 2003)

SUMMARY OF PROGRESS

During the reporting period, M&E activities included scheduling and attending a community meeting in Elyria to discuss the proposed site approach and future of the property. M&E continued providing support to USEPA's community involvement coordinator by providing minutes of the March 20, 2003 meeting in Elyria and making changes to the Community Involvement Plan.

Detailed Progress Activity Report

- M&E conducted routine project administration including monthly report and invoice preparation (Task 1).
- In early March, M&E coordinated a public meeting with residents and nearby property owners in Elyria to discuss the future actions at the Chemical Recovery site. On March 20, 2003, Mark Jones of M&E attended the public meeting in Elyria to support the efforts of USEPA's Community Involvement Coordinator, Mr. Zenny Sadlon (Task 2.1).
- On February 20, 2003, M&E attended a meeting at Parson's offices in Cleveland, Ohio to discuss their revised sampling approach to the investigation of the Chemical Recovery Site. M&E anticipates receiving the revised PRP plans during the week ending April 11, 2003 (Task 1.1.6).

Outstanding Issues and Potential Problem Areas

- M&E submitted an ISUB request for attendance at an in-scope, unbudgeted meeting in Cleveland on February 20, 2003. This meeting was requested by the PRPs for the purpose of discussing the comments on the FSP and Work Plan revisions. M&E had already conducted a site visit (Subtask 1.1.2) and this additional meeting was in our scope to support USEPA, but outside of the four meetings budgeted at USEPA offices in Chicago (Subtask 1.3.2). This new effort was part of Subtask 1.3.2 and included 16 total hours for Mark Jones and Barry Nelson to attend the meeting and travel from Columbus to Cleveland (roundtrip). In addition, Mark Jones has been requested to assist USEPA's Community Involvement Coordinator with additional interviews in Elyria, Ohio on March 20th. This was reflected on the Report 3TA.

WA #144-RSBD-0521 CHEMICAL RECOVERY SYSTEM, RI/FS OS

SCHEDULE

- WAF Completion Date 11/30/05
- Anticipated Completion Date 11/30/05

<u>Task/Activity</u>	<u>Scheduled Completion Date</u>	<u>Actual Completion Date</u>
M&E Draft Work Plan and Cost Estimate	9/9/02	9/9/02
Negotiate M&E Work Plan and Prepare LOE (Revision 01)	11/18/02	11/18/02
M&E Review Comments on the PRP's Work Plan and Field Sampling Plan	11/27/02	11/26/02
Site Visit at Chemical Recovery with USEPA, Ohio EPA, M&E, and Parsons	12/5/02	12/05/02
Conduct Community Interviews with USEPA's Community Involvement Coordinator (6-10 Interviews Scheduled)	12/6/02	12/05-06/02
Submit Revision 02 of M&E's Work Plan and Cost Estimate	12/20/02	12/17/02
Attend meeting in Elyria, Ohio to discuss PRP's revised sampling approach	02/20/03	02/20/03
Due Date for PRP Revisions to Work Plan Documents	03/12/03	TBD
Assist USEPA with public meeting in Elyria, Ohio	03/20/03	3/20/03
Provide review of PRP's revised work plan documents upon their receipt by USEPA	04/09/03	TBD
Provide oversight of the RI fieldwork	June 2003	TBD

WA #144-RSBD-0521 CHEMICAL RECOVERY SYSTEM, RI/FS OS

ANTICIPATED ACTIVITIES

- M&E is anticipating the submittal of the PRP's revised RI/FS Work Plan and Field Sampling Plan documents in Mid-April 2003. The documents from the PRPs were due on March 12, 2003 (30 day deadline), however, an extension was requested by the PRP's consultant (Parsons), for a submittal in mid-April 2003.
- The review of PRP's revised RI/FS QAPP and QMP documents will be conducted by USEPA Region V staff.
- M&E will continue to assist USEPA in conducting community relations interviews (Subtask 2.1).
- Based on the submittal of the PRP's revised work plans, field work will likely be scheduled for early June 2003. The duration of the field oversight by M&E may be extended beyond the original budget due to the additional work that USEPA requested the PRPs to incorporate into their work plans.

Self Evaluation (SER) Comments

- Completed the draft community involvement plan in coordination with USEPA Region V in preparation for the upcoming fieldwork.
- Assisted USEPA's Community Involvement Coordinator with interview scheduling, public meeting support, and placement of media ads providing information to the community of Elyria.
- Assisted USEPA WAM during meeting with PRPs concerning their revision to Work Plan Documents. Team was successful in convincing PRPs to accept our comments and adjust fieldwork/sampling plan to accommodate our concerns. The review of PRP's revised work plans will be completed by M&E the end of April 2003.

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PROGRESS FOR THE MONTH - (March 29, 2003 - April 25, 2003)

SUMMARY OF PROGRESS

During the reporting period, M&E activities included preparation of review comments for the Respondent's revised Work Plan and Field Sampling Plan documents (Revision 1). M&E continued providing support to USEPA's community involvement coordinator by finalizing the Community Involvement Plan.

Detailed Progress Activity Report

- The community Involvement Plan was submitted draft final to USEPA for their legal counsel to review. M&E anticipates receiving comments back from Mr. Sadlon (USEPA's CIC) in mid-May 2003 (Task 2).
- M&E conducted routine project administration including monthly report and invoice preparation (Task 1).
- As a result of the February 20, 2003, meeting at Parson's offices in Cleveland, Ohio, the Respondents provided USEPA with revised Work Plan and Field Sampling Plan documents. USEPA forwarded a copy of these documents, dated April 8, 2003, to M&E via regular mail for review. M&E received these documents on April 11, 2003 and reviewed the two plans against our meeting notes from February 20th and against the original USEPA comments provided to the Respondents in January 2003 (Task 1.1.6).
- USEPA requested that M&E provide them with our review of the revised work plan documents by May 5, 2003. M&E anticipates providing the final comments on the revised work plan and field sampling plan to USEPA on April 30, 2003 (Task 1.1.6).

Outstanding Issues and Potential Problem Areas

- Based on the revised work plan provided by the Respondents, there is a reasonable probability that the field oversight activities will exceed the estimate provided by M&E in our final Work Plan to USEPA. This increase in effort is based on the outcome of our February 20, 2003 meeting in which USEPA and Ohio EPA requested that the Respondents provide additional monitoring wells, soil borings, and chemical analysis of various media during the investigation. The revised Respondent's work plan documents, received by M&E on April 11, 2003, did include the additional field work requested by the Agencies in February. M&E will include the impact of this additional effort in the estimate at complete when the additional oversight is agreed upon. EPA should determine how to

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authorize M&E to add this effort. It is anticipated that this oversight will be initiated within the next 3 months.

SCHEDULE

- WAF Completion Date 11/30/05
- Anticipated Completion Date 11/30/05

<u>Task/Activity</u>	<u>Scheduled Completion Date</u>	<u>Actual Completion Date</u>
M&E Draft Work Plan and Cost Estimate	9/9/02	9/9/02
Negotiate M&E Work Plan and Prepare LOE (Revision 01)	11/18/02	11/18/02
M&E Review Comments on the PRP's Work Plan and Field Sampling Plan	11/27/02	11/26/02
Site Visit at Chemical Recovery with USEPA, Ohio EPA, M&E, and Parsons	12/5/02	12/05/02
Conduct Community Interviews with USEPA's Community Involvement Coordinator (6-10 Interviews Scheduled)	12/6/02	12/05-06/02
Submit Revision 02 of M&E's Work Plan and Cost Estimate	12/20/02	12/17/02
Attend meeting in Elyria, Ohio to discuss PRP's revised sampling approach	02/20/03	02/20/03
Due Date for PRP Revisions to Work Plan Documents	03/12/03	TBD
Assist USEPA with public meeting in Elyria, Ohio	03/20/03	3/20/03
Received PRP's revised work plan documents from USEPA and began review	4/09/03	4/11/03
Provided final copy of M&E's review comments to USEPA for the Respondent's revised work plan and field sampling plan	05/05/03	TBD
Provide oversight of the RI fieldwork	June 2003	TBD

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ANTICIPATED ACTIVITIES

- M&E will review the PRP's revised RI/FS Work Plan and Field Sampling Plan documents in late-April 2003 and provide the comments to USEPA on or before May 5, 2003.
- The review of PRP's revised RI/FS QAPP and QMP documents will be conducted by USEPA Region V staff.
- M&E will continue to assist USEPA in conducting community relations interviews (Subtask 2.1).
- Based on the submittal of the PRP's revised work plans, field work will likely be scheduled for early June 2003. M&E is prepared to begin field oversight responsibilities immediately upon notification from USEPA..

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PROGRESS FOR THE MONTH - (May 24, 2003 - June 27, 2003)

SUMMARY OF PROGRESS

During the reporting period, USEPA has granted the PRPs Conditional Approval to the Work Plan and the Field Sampling Plan contingent upon clarifications of a few final issues. M&E is USEPA's notice to proceed for field oversight and has begun preparation (travel planning) for the extended field program.

Detailed Progress Activity Report

- M&E conducted routine project administration including monthly report and invoice preparation (Task 1).
- On May 22, 2003, M&E was copied on an e-mail from USEPA to the Respondents that granted conditional approval to the Work Plan and Field Sampling Plan. Subsequent conversations with USEPA indicated that fieldwork may start by the end of June 2003 or Early July 2003 (Task 1).

Outstanding Issues and Potential Problem Areas

- As noted in the previous two reports, based on the revised work plan provided by the Respondents, there is a reasonable probability that the field oversight of M&E will exceed the estimate provided by M&E in our final work plan to USEPA. M&E will advise USEPA of any changes to the LOE requirements for oversight so EPA has adequate time to authorize the additional effort.
- As noted in prior monthly reports, costs associated with meeting attendance (Task 1.3.2) and conducting additional interviews lead to an ISUB, which was approved on March 10, 2003.
- A cost correction will be made for the Task 3 hours in the July monthly report.

SCHEDULE

- WAF Completion Date 11/30/05
- Anticipated Completion Date 11/30/05

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<u>Task/Activity</u>	<u>Scheduled Completion Date</u>	<u>Actual Completion Date</u>
M&E Draft Work Plan and Cost Estimate	9/9/02	9/9/02
Negotiate M&E Work Plan and Prepare LOE (Revision 01)	11/18/02	11/18/02
M&E Review Comments on the PRP's Work Plan and Field Sampling Plan	11/27/02	11/26/02
Site Visit at Chemical Recovery with USEPA, Ohio EPA, M&E, and Parsons	12/5/02	12/05/02
Conduct Community Interviews with USEPA's Community Involvement Coordinator (6-10 Interviews Scheduled)	12/6/02	12/05/02-12/06/02
Submit Revision 02 of M&E's Work Plan and Cost Estimate	12/20/02	12/17/02
Attend meeting in Elyria, Ohio to discuss PRP's revised sampling approach	02/20/03	02/20/03
Due Date for PRP Revisions to Work Plan Documents	03/12/03	April 2003
Assist USEPA with public meeting in Elyria, Ohio	03/20/03	3/20/03
Received PRP's revised work plan documents from USEPA and began review	4/09/03	4/11/03
Provided final copy of M&E's review comments to EPA for the Respondent's revised work plan and field sampling plan	05/05/03	4/30/03
PRPs receive approval on the Work Plans and begin preparation for implementation of the approved fieldwork.	5/30/03	5/22/03 (conditional approval given)
Notice to Proceed for oversight of PRPs fieldwork received from USEPA	Late June 2003	TBD
Provide oversight of the RI fieldwork	Early June 2003	TBD

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ANTICIPATED ACTIVITIES

- M&E will continue to assist USEPA in conducting community relations interviews, as requested (Subtask 2.1).
- Based on the submittal of the PRP's revised work plans, field work will likely be scheduled for early June 2003. M&E is prepared to begin field oversight responsibilities immediately upon notification from USEPA.

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PROGRESS FOR THE MONTH - (April 26, 2003 - May 23, 2003)

SUMMARY OF PROGRESS

During the reporting period, M&E received (via e-mail) notice from USEPA that the Agency comments on Revision-1 Work Plan and Field Sampling Plan submitted by Parson had been corrected in the revision. There are still a small number of comments that need additional clarification, but USEPA granted Conditional Approval to the Work Plan and the Field Sampling Plan contingent upon the final clarifications. M&E also provided support to USEPA's, community involvement coordinator that included checking final references for the Community Involvement Plan.

Detailed Progress Activity Report

- M&E conducted routine project administration including monthly report and invoice preparation (Task 1).
- As a result of the February 20, 2003, meeting at Parson's offices in Cleveland, Ohio, the Respondents provided USEPA with revised Work Plan and Field Sampling Plan documents. USEPA forwarded a copy of these documents, dated April 8, 2003, to M&E via regular mail for review and on April 30, 2003, M&E provided our final comments on the revised Work Plan to USEPA, ahead of the May 5, 2003 deadline (Task 1.1.6).
- On May 22, 2003, M&E was copied on an e-mail from USEPA to the Respondents that granted conditional approval to the Work Plan and Field Sampling Plan. Subsequent conversations with USEPA indicated that field work may start by the end of June 2003 (Task 1).

Outstanding Issues and Potential Problem Areas

- As noted in last months's report, based on the revised work plan provided by the Respondents, EPA has increased the field scope of work for the Respondents. Accordingly, there is a reasonable probability that the field oversight activities of M&E will exceed the estimate provided by M&E in our final work plan to USEPA. This would be as directed by EPA to accommodate changes in the Respondents work. M&E will advise USEPA of any changes to the LOE requirements for oversight to EPA has adequate time to authorize the additional effort.

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SCHEDULE

- WAF Completion Date 11/30/05
- Anticipated Completion Date 11/30/05

<u>Task/Activity:</u>	<u>Scheduled Completion Date</u>	<u>Actual Completion Date</u>
M&E Draft Work Plan and Cost Estimate	9/9/02	9/9/02
Negotiate M&E Work Plan and Prepare LOE (Revision 01)	11/18/02	11/18/02
M&E Review Comments on the PRP's Work Plan and Field Sampling Plan	11/27/02	11/26/02
Site Visit at Chemical Recovery with USEPA, Ohio EPA, M&E, and Parsons	12/5/02	12/05/02
Conduct Community Interviews with USEPA's Community Involvement Coordinator (6-10 Interviews Scheduled)	12/6/02	12/05-06/02
Submit Revision 02 of M&E's Work Plan and Cost Estimate	12/20/02	12/17/02
Attend meeting in Elyria, Ohio to discuss PRP's revised sampling approach	02/20/03	02/20/03
Due Date for PRP Revisions to Work Plan Documents	03/12/03	TBD
Assist USEPA with public meeting in Elyria, Ohio	03/20/03	3/20/03
Received PRP's revised work plan documents from USEPA and began review	4/09/03	4/11/03
Provided final copy of M&E's review comments to USEPA for the Respondent's revised work plan and field sampling plan	05/05/03	4/30/03

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<u>Task/Activity</u>	<u>Scheduled Completion Date</u>	<u>Actual Completion Date</u>
PRPs receive approval on the Work Plans and begin preparation for implementation of the approved fieldwork.	5/30/03	5/22/03 (conditional approval given)
Provide oversight of the RI fieldwork	June 2003	TBD

ANTICIPATED ACTIVITIES

- M&E will continue to assist USEPA in conducting community relations interviews (Subtask 2.1).
- Based on the submittal of the PRP's revised work plans, field work will likely be scheduled for early June 2003. M&E is prepared to begin field oversight responsibilities immediately upon notification from USEPA..